

HARBOR ISLES CONDOMINIUM ASSOCIATION I
C/O: PRESTIGE PROPERTY MANAGEMENT
PO Box 507
CAPE CANAVERAL, FL 32920
(321) 501-0654
PRESTIGEOFBREVARD@ATT.NET

BOARD OF DIRECTORS
MEETING MINUTES
MONDAY, February 10, 2014

This meeting was called to order at 7:00 p.m.

A quorum was established with 5 of 5 Directors present.

Linda Jones read the minutes from the previous meeting. Richard motioned to accept the minutes with some typographical corrections. John Lindsey 2nd. All were in favor and the minutes were accepted.

Recognition of Members and their comments on the agenda: Lee Hoyt wanted the minutes to reflect the great appreciation residents have for the volunteers helping with the daily tasks at the association, specifically Joe Sinnott for organizing the volunteers. Richard expanded on that and also thanked Myrna Guild for coordinating with Harbor Isles 2 the garage. It was discussed that the turnout was down from previous years. There was a question from the floor regarding air conditioning units and if the height had been agreed upon. After discussion, Richard tabled the item with a request to the Board to come to the next meeting with some recommendations. Owner from unit 1114 asked if the owner of 1124 could replace the “cover” on the a/c unit because when it rains, it makes a very loud noise. Lori is unaware of any “hood or cover” but will look into the matter.

Reports:

Presidents’ Report: Richard thanked all the volunteers again for their time and efforts volunteering.

Treasurers’ Report: Read by John Lindsey and made a part of the minutes.

Committee Report: None

Management Report: Lori informed the Board that she was ready to hire a part-time maintenance person who would eventually take over the cleaning duties so that the association could have better control of the job done. She did contact Clean Serve and reminded the owner once more of the smoking issue with the cleaner and that he fails to address certain items. Because there is no definite timeframe for Hugh to return to work, this will give the new hire ample time to get to know the association and its’ maintenance functions and requirements. Lori then asked what can be done with the following in various storage rooms: baffles for ceiling of clubhouse – John Lindsey motioned to discard the baffles. Richard 2nd. All were in favor and the motion passed. Next, the wood dividers for the kitchen – Richard motioned to discard the dividers. John Lindsey 2nd. All were in favor and the motion passed. Finally, the door to the billiards’ room that was removed a few years prior because of vandalism: Richard motioned to re-hang the door. Linda Jones 2nd. All were in favor and the motion passed. Finally she said the hand free phone in the elevator located in the 540 building was recently repaired.

Old Business:

Warranty Work for Phase 1 & 2 – with no communication from Chematics, Lori forwarded the matter to the attorney for enforcement.

Landscape Update: The new landscapers have started and were expected to be back to finish the trimming of the hedges, etc. So far, they were doing a very good job and there were comments on how nice it already was shaping up. Richard reminded everyone that the Board would be working on a beautification project for the clubhouse in the near future, one that would update the appearance and one that would be more maintenance free.

Standards for Air conditioning Units: Tabled

Contract for Cleaning – After discussion, the item was tabled.

New Business:

T.V Guidelines in Clubhouse – After discussion, Joe Sinnott motioned to leave the remote in the clubhouse and if problems occur in the future, the matter would be addressed at that time. Paulette 2nd. No further discussion and the motion passed.

Front & Storm Door Guidelines – There was discussion regarding the mandate to hang only one certain storm, whereby limiting the owners to only one store to purchase. Discussion also included that other store could and did have superior products, extremely similar to the door that was previously approved by the Board for installation. Richard then motioned to adopt the following guideline:

1. That all front entry doors must be 6 panel doors
2. That all storm doors must be white in color and closely match existing storm doors. Any request to install a storm door must be submitted with a picture of the door. . This item will be reviewed by the Board of Directors, within 30 days or until the next Board Meeting, for prior approval.
3. That all sidelights to the entry doors may be changed ONLY with submission of exactly what type of glass will be installed i.e., clear, frosted, stained or any other type. This item will be reviewed by the Board of Directors, within 30 days or until the next Board Meeting, for prior approval.

Linda Jones 2nd. There was continued discussion. A call for a vote was made. All were in favor and the motion passed.

Review of Painting and Wood Replacement Proposals: With the 520, 580 and 630 buildings overdue for their painting, the Board reviewed proposals for painting bids. John Lindsey motioned to accept the bid from Tech Systems, Inc., with a projected total amount of \$97,000.00 should all options (balcony walls, etc) be completed. Linda Jones 2nd. No further discussion. All were in favor and the motion passed. John Lindsey then motioned to accept the bid from Intext for wood trim removal and replacement at a cost not to exceed \$15,375.00 without any approved change orders. Joe Sinnott 2nd. All were in favor and the motion passed.

Richard then pointed attention to a handout he received from attending a recent Space Coast Condominium Association Meeting which directly dealt with electric cars and how to prepare for the future when a unit owner wishes to purchase one and how to effectively and legally meter the garage for electricity usage. Richard asked the Board to just review the handout as at some point in the future, it would be an agenda item.

There was also discussion about the names of the buildings being put back on the buildings, as Harbor Isles 2 has them. Someone mentioned that they were removed at some point but since Lori and Joe Sinnott just completed an inspection of all the storage rooms, they did not see them. Lori will get some pricing and see if the signs are maybe behind some boards in one of the maintenance rooms.

Mr. Jackson of unit 441 then addressed the Board with the following concern:

When phase one of the restoration project was being completed, Chematics removed the hurricane shutters then re-installed them. It seemed that they had a problem with the re-install. Chematics then hired LeMur Shutter Company to come in and make the necessary repairs and paid LeMur directly for this service. It was observed by both the shutter company and representatives from Harbor Isles that the shutters were functioning properly and paid Chematics the \$495.00 they charged the association as previously agreed upon. This \$495.00 was then billed back to the owner. Each owner was afforded the opportunity to either hire their own company or to use Chematics and the association requested prior authorization of this in writing. The Jacksons' never responded to the request so the association moved forward with using Chematics. The Jacksons' contend that after the shutters were re-installed they never functioned properly and that now (3 years later) they required additional repairs. As such, they refused to pay the \$495.00 assessed to the unit. They also were assessed late fees. At this time, Mr. Jackson requested to have all the fees waived. After discussion, John Lindsey motioned not to waive the \$495.00 but to waive the 3 outstanding late fees which totaled \$75.00 associated with the shutter install. Paulette 2nd. John Lindsey – yea, Paulette yea, Linda Jones – nay, Joe Sinnott – nay, Richard Njus – yea. Motion passed by majority. Mr. Jackson agreed to pay the \$599.00 outstanding balance on his account (he had other late fees from late payments).

Finally, Lori received correspondence, after the meeting notice was posted, from the owner of unit 813 whereby he was requesting to waive a late fee citing he didn't know a potential buyer for his unit pulled out until after the due date and to have his air conditioning unit replaced due to what he termed was "failure to maintain by the association". He also requested repairs be made to the drywall from water damage stemming from the air conditioning line backing up. Lori then informed the Board that the owner sent her an email on December 14 stating there was a problem with the a/c and that it caused a potential buyer to walk away, clearly in ample time to make the January 2014 payment, which he was late making. She also informed the Board that the maintenance of the a/c unit was his responsibility and that the drain line was cleared in a timely manner, 2 days, from the date he contacted me about the issue. The association is responsible for the drywall but that would be it. Discussion followed. Richard motioned not to waive the late fee. Linda Jones 2nd. No discussion. All were in favor and the motion passed. Richard then motioned not to replace the air conditioning unit. John Lindsey 2nd. No discussion. All were in favor and the motion passed.

The next meeting date is scheduled for March 10, 2014.

With no further Business to come before the Board, the meeting adjourned at 9:27 p.m.

Respectfully Submitted: